

**SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY**

SUBJECT: Inventory Transactions (Staff recommends approval).

REQUESTED ACTION: Please authorize the following inventory transactions:

☐ Work Session (Report Only) **DATE OF MEETING:** 10/25/11
☒ Regular Meeting ☐ Special Meeting

CONTRACT: ☒ N/A

Effective Date: _____

Vendor/Entity: _____

Termination Date: _____

Managing Division / Dept: _____

Financial Services

BUDGET IMPACT: _____

☐ Annual

FUNDING SOURCE: _____

☐ Capital

EXPENDITURE ACCOUNT: _____

☐ N/A

HISTORY/FACTS/ISSUES:

Per the Sumter County Board of County Commissioners Tangible Personal Property Policy, section IV Property Transfers and Surplus Property (2) (b.).

The request for the Board is to approve the inventory transactions as noted below:

Description	Asset Tag #	Custodian	Action
Gateway Computer	SR-836-X	Supervisor of Elections	Junk
Dell Computer	CC-183-ADM	Administration	Junk
HP 1702 Computer w/monitor	PA-354-X	Property Appraiser	Junk
HP 1702 Computer w/monitor	PA-358-X	Property Appraiser	Junk
HP 80GB Computer	PA-370-X	Property Appraiser	Junk
GIS Workstation	PA-379-X	Property Appraiser	Junk
17X24 w/16 button cursor Digit Calcomp	PA-384-X	Property Appraiser	Junk
Northern Telecom Phones – Qty 2	N/A	Guardian Ad Litem	Transfer to Surplus
Nortel Phones – Qty 2	N/A	Guardian Ad Litem	Transfer to Surplus
Meridian Phones – Qty 5	N/A	Guardian Ad Litem	Transfer to Surplus